



# TOWN OF LEDYARD

CONNECTICUT  
TOWN COUNCIL

Chairman Kevin J. Dombrowski

MINUTES  
LEDARD TOWN COUNCIL – REGULAR MEETING  
WEDNESDAY, SEPTEMBER 28, 2022; 7:00 PM  
HYBRID FORMAT  
VIDEO CONFERENCE VIA ZOOM

**DRAFT**

- I. CALL TO ORDER – Chairman Dombrowski called the meeting to order at 7:00 p.m. at the Council Chambers, Town Hall Annex Building.

Chairman Dombrowski welcomed all to the Hybrid Meeting. He stated for the members of the Town Council and the Public who were participating via video conference that remote meeting information was available on the Agenda that was posted on the Town’s Website – Granicus-Legistar Meeting Portal.

- II. PLEDGE OF ALLEGIANCE

- III. ROLL CALL –

Attendee Name	Title	Status	Location
Kevin Dombrowski	Town Councilor	Present	In-Person
Andra Ingalls	Town Councilor	Present	In-Person
Whit Irwin	Town Councilor	Present	Remote
John Marshall	Town Councilor	Excused	
Mary McGrattan	Town Councilor	Present	In-Person
Gary Paul	Town Councilor	Excused	
S. Naomi Rodriguez	Town Councilor	Present	In-Person
Timothy Ryan	Town Councilor	Excused	
William Saums	Town Councilor	Present	In-Person

- IV. INFORMATIONAL ITEMS/PRESENTATIONS – None.

- V. RESIDENTS AND PROPERTY OWNERS – None.

- IV. COMMITTEE COMMISSION AND BOARD REPORTS – None.

- VI. COMMENTS OF TOWN COUNCILORS

Councilor Rodriguez announced the following events (1) Friday, September 30, 2022 - Ice Cream Social – The Ledyard Police Department would be hosting an Ice Cream Social at the Ledyard Senior Center on Van Tassel Drive, Gales Ferry for the community and families with autistic individuals. This was a pre-event for the *Mock Traffic Stop Program* for individuals with Autism, Deaf -Hearing Impaired or New Drivers; (2) Saturday, October 1, 2022 *Mock Traffic Stop Presentation* - The Groton Police Department, Ledyard Police Department and the Waterford Police Department would be hosting a *Mock Traffic Stop Presentation* at Fitch High School from 8:00 a.m. – 12:00 Noon for individuals with Autism, Deaf -Hearing Impaired or New Drivers.

Chairman Dombrowski stated he attended the Practice Nuclear Regulatory - Millstone Drill on Tuesday, September 27, 2022. He noted Ledyard performed well, noting the Controller provided a couple of minor suggestions regarding the briefing on dosimetry with regard to informing all those in the Emergency Operations Center (EOC) when actions were being taken, such as sounding the alarm so that everyone would be aware of what was going on. He went on to state that the Drill itself did not go that well, noting that Millstone had some issues with their personnel relative to disseminating information in a timely fashion. He also noted that FEMA was not happy with someone on the municipal call who played the music from the Looney Tunes cartoon when their town was called.

Councilor Irwin recognized that Councilor Ryan was in Florida with his family weathering Hurricane Ian. He stated for those who have family or friends in Florida that he wished all those being impacted the storm that they will come thru without injury or damage to their property. He stated their hearts and thoughts go out to all those in Florida at this time.

VII. REVIEW AND APPROVAL OF PRIOR MEETING MINUTES

MOTION to approve the Regular Meeting Minutes of September 14, 2022

Moved by Councilor Rodriguez, seconded by Councilor Ingalls

VOTE: 5 – 0 – 1 Approved and so declared (McGrattan abstained)

IX. COMMUNICATIONS

Chairman Dombrowski stated a Communications List has been provided and he noted the referrals listed.

X. COUNCIL SUB COMMITTEE, LIAISON REPORTS

Administration Committee

Councilor Ingalls stated the Administration Committee met earlier this evening and voted to forward the following items to the Town Council: (1) Appointments – The Committee address a number of both new and reappointments; (2) Proposed “*An Ordinance Regulating Parking of Commercial Vehicles on Public Streets in Residential Zones and/or In Front of Residentially Used Properties*” and setting a Public Hearing to receive comments on the Public Hearing. She noted these items would be on the Town Council’s October 12, 2022 agenda.

Community Relations Committee

Councilor Saums stated the Community Relations met on September 21, 2022 and addressed the following: (1) 2023 Black History Month Activity; (2) First Responders Fish Fry Community Event has been scheduled for Sunday October 9, 2022 from 2:00 p.m.- 5:00 p.m. - Councilor Saums noted that the focus of the *First Responders Fish Fry Community Event* (previously referred to as the National Faith and Blue Weekend), would be sponsored by the Ledyard Police Department and hosted by the Ledyard Congregational Church. An Invitation was posted on the Ledyard Police Department’s Facebook Page for the event, which would be a Clam Chowder-Fish Fry Dinner. He stated all were invited noting that although the meal was free, that tickets were required and could be obtained by registering in advance on *Eventbrite*. Further details and the *Eventbrite Registration* was available on the Ledyard Police Department’s Facebook Page. The Community Relations Committee discussed providing assistance by providing the sound system and music for the event; (3) Approved the Community Relations Committee *Mission Statement as follows:*

*“The Community Relations committee is tasked with being both an advocate and a resource for the community by listening, communicating, and engaging with the community, educating ourselves, and standing up to discrimination and racism in all forms. We do this by encouraging dialogue, promoting unity and understanding, and learning from one another as we continue to build a strong community together, making sure no-one is left behind.”*

Councilor Saums continued the Community Relations Report noting: (4) Hosting Public Information Forums - The Committee planned to invite Public Works Director/Town Engineer Mr. Masalin to the Community Relations Committee November 16, 2022 meeting, to provide information regarding winter storm operations and also discussed other topics for informal conversations with the public; (5) Rescheduling an informal gathering the Mashantucket Pequot Tribal Council; (6) Park on East Drive (Christy Hill Park) - The Committee continues to monitor progress and improvements by the Parks & Recreation Department, which most recently included installing lighting for the area at night; (7) October was “*Depression and Mental Health Month*” and “*Breast Cancer Awareness Month*” – The Committee would be asking the Town Council to bring awareness to Depression and Mental Health in October. He noted more details would be forthcoming.

### Finance Committee

Councilor Saums stated the Finance Committee held their hybrid meeting on September 21, 2022. He stated in addition to the items on tonight's agenda the Committee discussed the following: (1) Fiscal Year Ending June 30, 2022 Unaudited Budget Report - Councilor Saums stated Finance Director Matthew Bonin provided the following year-end overview noting the revenue received exceeded the revenue budgeted by \$816,000. However, the General Government operating expenditures were over budget by \$156,000 because the Board of Education healthcare expenses, which were recorded on the General Government side of the ledger, was under-forecasted by \$861,000. The Board of Education's operating budget ended the year with a \$205,000 surplus. In accordance with the "Resolution Creating a Funding Mechanism for Making Annual Appropriations to a Capital Reserve Fund for the Board of Education" adopted on September 28, 1988, the Board of Education's annual budget surplus was required to be transferred to their Capital Account at the end of each year. In addition, the net of revenue surplus and expenditure overages resulted in a \$505,000 surplus for the year. Additional appropriations from the Undesignated Fund Balance were originally budgeted at \$907,000; however, he explained that the \$505,000 surplus would reduce the level of funds that would need to be drawn from the Undesignated Fund resulting in a \$402,085 reduction in the Undesignated Fund Balance. The projected Unaudited Fund Balance in the amount of \$4,612,497 for the Fiscal Year Ending June 30, 2022; was 7.5% of the expenditure budget; (2) Transfer Station Improvements – Special Fund - Councilor Saums stated Public Works Director/Town Engineer Steve Masalin discussed with the Finance Committee a request to set up a reserve fund for the purpose to appropriate the revenues received from the Transfer Station Fees and other Recycling Revenues to be used for Transfer Station capital needs such as lifecycle and compliance requirements. Councilor Saums explained that currently these revenues were going into the Capital Undesignated Fund and that the Public Works Department has been requesting appropriations throughout the year to pay for these types of improvements, noting an example of such an expenditure was on tonight's Agenda. He stated the Committee felt that the expenditures for Transfer Station Improvements for lifecycle and compliance requirements could be better handled by setting up the reserve fund as described this evening. He went on to state that to spend the funds from the new reserve account that the Public Works Director would need to prepare a Plan, as he currently does for the Building Improvement Needs, to be presented during the Annual Budget approval process.

### Land Use/Planning/Public Works Committee

Councilor Rodriguez stated at their September 19, 2022 meeting the LUPPW Committee discussed the following: (1) Proposed Ledyard Garden – The LUPPW Committee was joined by Mr. Sean Moriarty to discuss his Ledyard Garden proposal dated July 13, 2022. Mr. Moriarty's idea included possibly growing food on town-owned property, that would be sold to residents. His vision was to create a sustainable food source in Ledyard that would benefit the town and could possibly be shared or donated to the Linda C. Davis Food Pantry. Mr. Moriarty's original idea was to use a lower field at the Nathan Lester House, however the LUPPW Committee had concerns with the use of the historic property, and provided ideas and support on how his proposal might work by finding other suitable town-owned property; or perhaps private property. The LUPPW Committee also recommended Mr. Moriarty contact the Agricultural Commission and the Conservation Commission to network and to come up with a workable solution to his vision. Although no action was taken the LUPPW Committee was intrigued by Mr. Moriarty's Garden proposal; (2) Park on East Drive (Christy Hill Park) – The Parks & Recreation Commission had planned to hold their September 20, 2022 meeting at the Park. However, the Commission decided to hold their September Meeting at the Parks & Recreation/Senior Center on Van Tassel Drive in Gales Ferry because Eversouce had not turned on the electricity to the newly installed lights on at Park. The lights have since been connected to the electricity and the Parks & Recreation Commission was hopeful that they would hold their October 18, 2022 meeting at the East Drive Park (Christy Hill Park). Also a pole has been driven into the ground to better lock and secure the gate to the Park.

Councilor Saums questioned whether there was any discussion regarding the railroad ties that were delivered to the East Drive Park (Christy Hill Park). Councilor Rodriguez stated the railroad ties were not discussed during the LUPPW Committee's meeting.

### Youth & Social Services Board

Councilor McGrattan noted the Youth & Social Services Board met on September 20, 2022 and discussed the following: (1) Clinical Therapist Draft Job Description was approved. During the

appropriation of funding received from American Rescue Plan Act (ARPA) \$190,000 was allocated to hire for a part-time Clinician for a two-three year period; (2) Staffing - Youth Services has three Interns; (3) Counseling Caseload – Youth Services currently had 50 active cases.

#### Ledyard Beautification Committee

Councilor Ingalls stated in soliciting the Ledyard Beautification Committee Members' interest to continue to serve when their terms end on October 26, 2022 that a number of them have decided not to renew. Therefore, she announced that the Beautification Committee would have six vacancies, noting that they would be looking for residents to serve on this Committee.

#### Senior Citizens Commission

Councilor Rodriguez stated the Senior Citizens Commission met on September 28, 2022. She stated Ms. Michelle Gagnon-Smith has been hired as their new Clerical Office Assistant, noting that Ms. Dusty Lockany resigned to take a position at Electric Boat-General Dynamics.

#### Water Pollution Control Authority

Councilor Saums stated the WPCA met on September 27, 2022 and addressed the following: (1) Tetrahedrane (THM) Levels - Routine flushing (twice per week) of specific fire hydrants and blow-offs resulted in the THM Levels dropping just below the .080 milligrams per liter in both water systems in July. Customers were notified that levels have returned to compliance, thru their Billing Statement. However, the Department of Public Health (DPH) required that a second notice be sent to customers to let them know that the system was previously out of compliance; (2) Water Treatment Plant – Groton Utilities has changed the way they draw their water into the treatment plant to reduce naturally occurring organic compounds in Smith Lake and their well source; (3) Chidley Way Dry Main Connection Costs – The WPCA communicated the water connection cost to the Chidley Way Residents as follows: \$500,000 for an 8-inch main or \$618,000 for a 12-inch main. The Chidley Way residents determined they do not wish to pursue having the Town install a water main to connect with the dry main on their street. The WPCA planned to ask the Ledyard Fire Company if they would be willing to flush and fill the dry main with water; (4) Ledyard Center Water Tank Painting (Route 117) – A single bidder has agreed to provide an estimate for painting the Route 117 Tank. The painting would most likely not be completed until spring, if the painter was hired; (5) Ledyard Center Sewer Line Extension Project – Multi-Model Pathway Project – The Engineering Plans for the Ledyard Center Sewer Line Extension Project – Multi-Model Pathway Project were still being revised before the package would be sent out for competitive bids. There were several conflicts between the Plan for the Trail, drainage, the sewer line, and existing water and power utilities. Details that had been provided by Groton Utilities to the Engineering Firm were not displayed in previous drawings. The Engineering Firm Weston & Sampson did not request “As-Built” drawings from Groton Utilities prior to developing their design and has reportedly submitted a \$6,850 Invoice to the WPCA for engineering redesign, including a retaining wall. The motion to pay the invoice was tabled until further information was provided. Groton Utilities reported that normally when a project such as this one was being designed that they ask for the “As Built” first and then they do the design. The WPCA felt that that being charged for a “Redesign” was odd, because they did not ask for the “As Built”. Councilor Saums stated these Projects were not being managed by the Permanent Municipal Building Committee (PMBC) and that he believed that they should be. He stated the New Police Headquarters Facility and the School(s) Consolidation- Improvement Project(s) Middle School & Gallup Hill School) were designed under the PMBC. He stated in talking with Public Works Director Steve Masalin earlier today that he agreed that a meeting of all the participants should be held. Councilor Saums suggested the Town Council assign these projects to the PMC sooner rather than later; (6) Wastewater Treatment Plant agitator problem may have been resolved; (8) Wastewater Pump – The installation of the Smith and Loveless Pump was completed in mid-August, 2022 and was under budget. However, the delivery of the Smith & Loveless pump has been delayed to October, 2022; (9) Demolition of Abandoned WPCA Facilities - The WPCA has been working to obtain estimates to demolish the Gallup Hill, Sablewoods water pump stations, and the Loftus well site in the near future because CIRMA has been inquiring about these last abandoned WPCA Facilities.

#### XI. MAYOR’S REPORT

Mayor Allyn, III, was out of town. – No Report.

*Questions to the Mayor* – None.

XII. OLD BUSINESS – None.

XI. NEW BUSINESS

Finance Committee

- 1. No Action on the Discussion and possible action on the MOTION to authorize the Permanent Municipal Building Committee (PMBC) to increase the bid amount for the Gales Ferry School and Juliet W. Long School roofing projects to \$50.00 per square foot to account for inflation.

In addition, the Permanent Municipal Building Committee may, with Town Council approval, modify the scope of the “*Various School Improvement Projects*” to include the replacement of the roofs at the Central Office, Gales Ferry School, and Juliet W. Long School; installation of solar equipment at Gales Ferry School and Juliet W. Long School; upgrades to the building management systems at Gales Ferry School; and electrical and HVAC upgrades at Juliet W. Long School) to stay within the authorized amount \$6,725,000, as approved by the townspeople at the February 22, 2022 town-wide referendum.

Also, the Town Council acknowledges that the Town of Ledyard is aware that the State of Connecticut notified the Board of Education that the State would only provide a reimbursement rate of 75% for the cost of the Gales Ferry School roof. This reduction in State grant reimbursement was based the State’s record that the school was not accepted until 2006, although the Gales Ferry School project was completed in 1999; therefore, the school did not meet the State’s the 20-year criteria for full reimbursement.

Councilor Saums stated he and Finance Director Matthew Bonin have been trying to obtain written confirmation from the State regarding their requests for the Town Council to take these actions. He noted the Finance Committee forwarded this item to the Town Council with the caveat that if the requested information from the State was not received before tonight’s meeting that they would ask the Town Council not to act on the item. Therefore, he stated because they have not received the requested information from the State, that he would like to have the Finance Committee revisit this item at their October 5, 2022 with the hope that they would receive the requested information from the State by next week.

<b>RESULT: NO ACTION</b>	<b>Next Meeting: 10/12/2022 7:00 p.m.</b>
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- 2. MOTION to approve an additional appropriation in the amount of \$4,477.79 to Account #10110311-56135 (Town Clerk - Recording/Licensing Supplies), upon receipt of the Secretary of State Grant Funding.  
 Moved by Councilor Ingalls, seconded by Councilor Ingalls  
 Discussion: Councilor Saums stated because a high number of absentee ballots were expected to be returned for the upcoming 2022 Mid-Term General Election, the Secretary of State has provided grant funding to municipalities to help offset these costs, via funding provided by the federal government. The amount of grant funding allocated to the Town of Ledyard for this purpose was \$4,477.79 and he that the funds have already been received. He stated this was a 100% pass thru.

VOTE: 6 - 0 Approved and so declared

<b>RESULT: APPROVED 6- 0</b>	
<b>MOVER:</b>	Bill Saums, Town Councilor
<b>SECONDER</b>	Andra Ingalls, Town Councilor
<b>AYES:</b>	Dombrowski, Ingalls, Irwin, McGrattan, Rodriguez, Saums
<b>EXCUSED:</b>	Marshall, Paul, Ryan

- 3. MOTION to appropriate \$3,000 to Account 21040113-56315 (Transfer Station Improvements) from Account 21090305-58915 (Undesignated) to fund purchase of a weather-tight container for oversized televisions and other electronics at the Transfer Station.

Moved by Councilor Saums, seconded by Councilor Ingalls

Discussion: Councilor Saums explained the Department of Energy and Environmental Protection (DEEP) guidelines required covering electronics staged for disposal at transfer stations. He provided some background noting initially they used cardboard boxes for disposal of televisions and other electronics at the Transfer Station; and that they were now using a large tent style tarp to cover the electronics. He stated although the tarp style tent worked better than the cardboard boxes the average lifecycle of the tarp has been no more than two-years, noting that they get destroyed by the sun and wind, etc. He stated rather than replace the electronic protection staging area with the same type of material (tarp) that they would like to purchase a weather-tight export type of container which would last much longer and would be a savings long-term because they would not have to replace the tarp every two-years.

Councilor Saums went on to state the Mayor had suggested looking for something cheaper on-line. He stated in looking for possible savings by purchasing a *used* export box from various sources Public Works Director/Town Engineer Steve Masalin told him today the Supplier found a 2021 model for \$600.00 less than the original cost quoted for a 2022 model. Therefore, he stated they would not spend the full \$3,000. He concluded by stating this was an example of the kind of Public Works spending that he mentioned during his Finance Committee Report earlier this evening. He stated because the town received Recycling and Transfer Fee Revenues, which were used for these types of expenses, that being able to plan better would be helpful.

Councilor McGrattan questioned whether the town received any money for the disposal of the televisions and other electronics. Councilor Saums stated he did not believe the town received much money from the electronics, noting that the most important issue was to get the materials out of the waste stream.

Councilor Ingalls noted during the September 21, 2022 Finance Committee meeting she questioned the reason the State required electronics, that were being discarded, to be stored in a weather tight container. She stated it was mentioned that the Department of Energy and Environmental Protection (DEEP) most likely required storing the electronics in a weather tight container was because of corrosion and potential seepage of chemicals and other toxic materials that were in the electronics.

VOTE: 6 - 0 Approved and so declared

RESULT: APPROVED 6-0  
MOVER: Bill Saums, Town Councilor  
SECONDER Andra Ingalls, Town Councilor  
AYES: Dombrowski, Ingalls, Irwin, McGrattan, Rodriguez, Saums  
EXCUSED: Marshall, Paul, Ryan

General Items

4. Discuss Work Session Items as time permits. – None.

XV. ADJOURNMENT

Councilor Rodriguez moved to adjourn, seconded by Councilor Ingalls  
6 – 0 Approved and so declared. The meeting adjourned at 7:21 p.m.

VOTE:

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Transcribed by Roxanne M. Maher  
Administrative Assistant to the Town Council

I, Kevin J. Dombrowski, Chairman of the Ledyard Town Council, hereby certify that the above and foregoing is a true and correct copy of the minutes of the Regular Town Council Meeting held on September 28, 2022.

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Kevin J. Dombrowski, Chairman